



Action Item

Recommendation: Approve Minutes from the June 4, 2007, Services Committee Meeting of the Technology Services Board Meeting.

**SERVICES COMMITTEE
of the
TECHNOLOGY SERVICES BOARD
DEPARTMENT OF TECHNOLOGY SERVICES**

PUBLIC MEETING MINUTES

June 4, 2007

The Services Committee of the Technology Services Board (TSB) met in open session, pursuant to the provisions of the Bagley-Keene Open Meeting Act, at approximately 1:00 p.m., at the Health and Human Services Agency, Room 460, located at 1600 9th Street, Sacramento, California 95814.

1. Call to Order

Chairwoman Ann Boynton called the meeting to order at 1:00 p.m.

Roll call was completed:

1. Kim Belshé, Secretary, California Health & Human Services Agency (Designee Ann Boynton - present)
2. Michael Genest, Director, Department of Finance (Designee Fred Klass - present)



3. Rosario Marin, Secretary, State & Consumer Services Agency (Designee Will Bush - present)
4. A.G. Kawamura, Secretary, Department of Food & Agriculture (Designee Davood Ghods - present)
5. James Tilton, Secretary, Department of Corrections and Rehabilitation (Designee Steve Kessler - present)
6. Clark Kelso, State Chief Information Officer (present)

2. Approve April 27, 2007 Meeting Minutes – Action Item

There was a motion to adopt the April 27, 2007, Services Committee meeting minutes as presented, the motion was seconded, and it was unanimously approved.

3. Concept Exploration Document for Remedy Shared Services – Action Item

The Department of Technology Services (DTS) presented a concept exploration document for the development of Remedy Shared Services to the Committee for approval. The document included an executive summary, business analysis, business objectives, technology analysis and a discussion of outstanding issues for Remedy Shared Services.

The discussion included clarification that this service would be available only to those currently using Remedy and not be an additional service offering.

The DTS requested approval of two items:

- Approve the Concept Exploration Document for Remedy Shared Service
- Direct DTS to go forward with development of a Business Plan addressing the requirements and costs of Remedy Shared Services offering



There was a motion to approve these items. The motion was seconded and unanimously approved.

4. Develop Recommendation for Statewide Email Rate – Action Item

The DTS presented a proposal for Statewide Email rates. Discussion centered on the rate methodology. The rates are based on having 45,000 mailboxes supported by October 2009. A report will be made to the TSB quarterly outlining the progress toward that goal. If the number of mailboxes fails to reach the goal, the rates will have to be reevaluated per the methodology.

A motion to approve the Statewide Email Rate Proposal was made. The motion was seconded and approved by all committee members except the Department of Finance representative who abstained.

5. Status of Benchmarking of Rates – Informational Item

The DTS is requesting consulting services to provide information, best practices guidance, and strategies for the most cost-effective methodologies to recover expenditures incurred in providing information technology (IT) services, and a comparison of the DTS rates against public and private sector entities providing the same and/or similar types of IT services. The DTS released the Request for Proposal (RFP) last week. Responses to the RFP are due June 18 with the Intent to Award scheduled for June 22. The DTS expects the commencement of services to begin at the end of June.

6. Status of Network Planning – Informational Item



The DTS presented an update on the Statewide Network Planning. The bids have been returned and are being evaluated this week. A decision will be made at the end of the week. A draft plan will be presented to the TSB in December.

7. Server Consolidation Study – Informational Item

The DTS gave an update on the status of the Server Consolidation Study. The draft report was presented to Agency Information Officers at a meeting earlier in the day. The final report will be presented to the TSB at the June 29 meeting.

8. Public Comment

There was no public comment given.

9. Meeting Adjournment

The meeting was adjourned at approximately 2:00 p.m.